

Instructions on Filling out the Western WA Phase II Municipal Stormwater Permit Annual Report Form

1. Complete all TABS in the worksheet: (1) Permittee Information; (2) Certification; (3) ANNUAL REPORT (Section VI); (4) Info Collection (Section VII-A); (5) Info Collection (Section VII-B); (6) Info Collection (Section VII-C); and (7) Info Collection (Section VII-D).
2. The Certification form/TAB must be signed and certified by the responsible official(s). All TABs (except the INSTRUCTIONS) must be printed out and mailed to Ecology.
3. Answer every question. Use the *Comments* and *Attachment* fields only when necessary to provide additional information.
4. For questions asking for a number, type in a 0 (zero) in the # field of the ANNUAL REPORT tab if no activity has occurred. Do not leave the field blank.
5. Do not add text to shaded fields.
6. Use the following tables to guide filling out the Y/N/NA field. See below.
7. Save your completed Annual Report and email the Excel worksheet PLUS attachments to: *PH2_WAnnRpt@ecy.wa.gov*. **Ecology cannot accept incomplete or partially completed Annual Report forms.**

If you met the permit requirement by the deadline in the permit...	Mark Y in the Y/N/NA field.
If you did not meet the permit requirement by the deadline in the permit.....	Mark N in the Y/N/NA field. Provide following information in <i>Comments</i> field: "reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met." [See S9.E.2.d for full description of required additional information.]
If the permit requirement does not apply to you or is not yet due.....	Mark NA in the Y/N/NA field. You may note in the <i>Comments</i> field if the requirement is not yet due.

Reminder: Proceed to the Permittee Information (I-III) tab

I. Permittee Information

Permittee Name
City of Centralia

Permittee Coverage Number
WAR 045027

Contact Name
Kim Ashmore

Phone Number
360-330-7512

Mailing Address
1100 N Tower

City
Centralia

State Zip + 4
Washington 98531-5044

Email Address
kashmore@cityofcentralia.com

II. Regulated Small MS4 Location

Jurisdiction
Lewis County

Entity Type: Check the box that applies

County	City/Town	Other
	X	

Major Receiving Water(s)
Chehalis River

III. Relying on another Governmental Entity

If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. *Attach a copy of your agreement with the other entity to provide additional detail.*

Name of Entity:

Permit Obligation(s):

IV. Certification

All annual reports must be signed and certified by the responsible official(s) of permittee or co-permittees. Please print and sign this page of the reporting form and mail it (with an original signature) to Ecology at the address noted below. An electronic signature will not suffice.

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that Qualified Personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.

Name _____ Title _____ Date _____

PLEASE indicate reporting year and your jurisdiction in Line 1, above.

PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.

NOTE: Items that have future compliance dates must still be answered to indicate status.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.

NOTE: Highlighted items indicate requirements that are due in 2009.

PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
1. Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			see attachment A
2. Attached a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period, and implications for the SWMP as per S9.E.3?	Y		None in 2010	
3. Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y		Hired Stormwater Project Specialist in January 2008. Duties include permit compliance, ordinance revisions and adoptions, Council updates, budgeting, grant administration, managing employees	
4. Began tracking costs or estimated costs of the development and implementation of the SWMP? (<i>Required</i> no later than January 1, 2009, S5.A.3.a)	Y		2007-2017 Stormwater Capital Facility Plan	see attachment B

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5. SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? <i>(Required to begin by February 15, 2009, S5.C.1)</i>	Y		Stormwater brochures, Stream Team brochures, water bottles, pencils, rulers all handed out at community events. Stormwater pollution prevention video shown to City employees, FIN to 3 elementary schools, Centralia College day care	SWMP Section 2 table 1 and Section 5 table 5.2.2.4
6. Distributed appropriate information to target audiences identified in the area served by the MS4? <i>(Required to begin by February 15, 2009, S5.C.1.a)</i>	Y		Stormwater brochures, Stream Team brochures, water bottles, pencils, rulers all handed out at community events. Stormwater pollution prevention video shown to city employees, email sent to all City employees	
7. Tracked the types of public education and outreach activities implemented. <i>(Required to begin by February 15, 2009, S5.C.1.c)</i>	Y		City Council updates, spoke with HOA, spoke with students at Centralia College, filmed video at Centralia College, car washes, FIN to schools, FIN in July 4th parade	
7b. Number of activities implemented:		68		
8. Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. <i>(Required to begin by February 15, 2009, S5.C.1.b)</i>	Y		Completed community research report to track and measure the public's knowledge regarding stormwater. Completed by Herbert Research Inc. Attended stormwater business education template focus group presented by Cunningham Environmental Consulting	Copy of report available upon request
9. Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? <i>(Required by February 15, 2008, S5.C.2.a)</i>	Y		Stream Team meetings, Council meetings, stormwater website, presentations at schools	City website, www.cityofcentralia.com
10. Developed and implemented a process for public involvement and consideration of public comments on the SWMP? <i>(Required by February 15, 2008, S5.C.2.a)</i>	Y		SWMP is available online, website has online reporting forms	City website, www.cityofcentralia.com

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
11. Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		Paper copy at 1100 N Tower or online	City website, www.cityofcentralia.com
12. Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y		Available on City website	City website, www.cityofcentralia.com
12b. NOTE website address in <i>Attachment</i> field:				City website, www.cityofcentralia.com
13. Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (Required August 19, 2011, S5.C.3)	N		Requirement deadline not due yet	
14. Developed and currently maintain a map of your MS4? (Required by February 16, 2011, S5.C.3.a)	Y		Contact Owen Godsey (CAD specialist for the Engineering Department) for copy	
14b. Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)	Y		Engineering Department updates maps as needed	
15. Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? (Required by February 16, 2011, S5.C.3.a.i)	N		Requirement deadline not due yet	
16. Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? (Required by February 16, 2011, S5.C.3.a.i)	N		Requirement deadline not due yet	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
17. Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? <i>(Required by February 16, 2011, S5.C.3.a.iii)</i>	N		Requirement deadline not due yet	
18. Map has been made available upon request? <i>(S5.C.3.a.iv)</i>	N		Requirement deadline not due yet	
19. Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? <i>(Required by August 15, 2009, S5.C.3.b)</i>	Y		IDDE ordinance adopted in September 2009	www.cityofcentralia.com ordinace # 2236 and CMC 15.37
20. Developed and implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? <i>(Required by August 19, 2011, S5.C.3.c)</i>	N		Requirement deadline not due yet	
21. Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in illicit discharges, including spills? <i>(Required by August 19, 2011, S5.C.3.c.i)</i>	N		Requirement deadline not due yet	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
22. Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identified previously unknown outfalls, and detected illicit discharges? (Required by August 19, 2011, S5.C.3.c.ii)	N		Requirement deadline not due yet	
23. Prioritized receiving waters for visual inspection? (Required by February 16, 2010, S5.C.3.c.ii)	Y		China Creek, Salzer Creek, Chehalis River, Skookumchuck River, Hayes Lake, Plummer Lake	
24. Conducted field assessments for three high priority water bodies? (Required by February 16, 2011, S5.C.3.c.ii)	N		Requirement deadline not due yet	
25. Conducted field assessments on at least one high priority water body? (Required annually after February 16, 2011, S5.C.3.c.ii)	Y		China Creek water sampling for pH, conductivity, temperature, turbidity, DO. Conducted monthly one location upstream & one downstream	Results available upon request
26. Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? (Required by August 19, 2011, S5.C.3.c.iii)	N		Requirement deadline not due yet	
27. Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? (Required by August 19, 2011, S5.C.3.c.iv)	N		Requirement deadline not due yet	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
28. Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? <i>(Required by August 19, 2011, S5.C.3.c.v.)</i>	N		Requirement deadline not due yet	
29. Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? <i>(Required by August 19, 2011, S5.C.3.d)</i>	Y		New stormwater pollution prevention video shown to 63 City employees in various departments. Presented information to Lions club, Kiwanis club and other organizations	
30. Distributed appropriate information to target audiences identified pursuant to S5.C.1? <i>(Required by August 19, 2011, S5.C.3.d.i)</i>	Y		Based on community research report findings, two informational messages have been mailed with customer utility bills	
31. Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	Y		24 hour reporting number available, website reporting available, use of 911 system and agreement with Riverside Fire Authority	daytime # 360-330-7512, after hours # 360-330-2747, online www.cityofcentralia.com
31b. Number of hotline calls received:		14		
31c. Number of follow-up actions taken in response to calls:		10		
32. Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	Y		available on City website	daytime # 360-330-7512, after hours # 360-330-2747, online www.cityofcentralia.com
32b. NOTE hotline number in <i>Comments</i> field	y			daytime # 360-330-7512, after hours # 360-330-2747, online www.cityofcentralia.com

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
33	Tracked the number of illicit discharges, including spills, identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	Y		Outdoor swimming pool, oil sheen in China Creek, South Gold between CC blvd and Washington School, 202 Van Burien,412 E Plum, 1120 Harrison,117 W Magnolia,	
33b.	Number of illicit discharges identified:		7		
34	Tracked the number of inspections made for illicit connections? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		Requirement deadline not due yet	
34b.	Number of inspections:		0		
35	Received feedback from IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		Requirement deadline not due yet	
36	Attached report on IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.d, S5.C.3.e)</i>	N		Requirement deadline not due yet	
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? <i>(Required by August 15, 2009, S5.C.3.f.i)</i>	Y		Stormwater Operations Manager is responsible for all illicit discharges,reporting and follow-up. Began municipal field staff training to identify illicit discharges. Purchased a Municipal StormWater Pollution Prevention training video on BMP's. Topics covered are good housekeeping,vehicle and equipment washing/maintenance,spill reporting and response,street maintenance,outdoor storage of materials and waste and landscaping and lawn care	
37b.	Number of trainings provided:		6		
37c.	Number of staff trained:		63		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? <i>(Required by August 15, 2009, S5.C.3.f.i)</i>	Y		None needed	
38b.	Number of trainings provided:		1		
38c.	Number of staff trained:		150	Email sent to all full time City employees	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
39 Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? <i>(Required by February 16, 2010, S5.C.3.f.ii.)</i>	Y		Video shown to employees, email sent to all City employees and responsibility is the Stormwater Operations Manager	
39b. Number of trainings provided:		6	Video was shown to 6 different departments	
39c. Number of staff trained:		63		
40 Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
41 Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
42 Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? <i>(Required by February 16, 2010, S5.C.4.a)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? <i>(S5.A.4)</i>	N/A		2005 DOE stormwater manual is applied to all sites	
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? <i>(Required by February 16, 2010, S5.C.4.a.i)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? <i>(Required by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)</i>	Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
48 Were exceptions or variances to the minimum requirements in Appendix 1 granted? <i>(Required by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)</i>		N		All 10 minimum requirements must be met in accordance with the DOE manual and the City of Centralia	
48b. If so, how many were granted?			0		
49 The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? <i>(Required by February 16, 2010, S5.C.4.a.ii)</i>		Y		Enforced by City Engineering Department, adopted 2005 DOE stormwater manual for Western Washington	
49b. Cite documentation to meet this requirement in <i>Attachment</i> field:		y		2005 DOE stormwater manual is applied to all sites	City Ordinance 15.35 storm and surface water management
50 The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? <i>(Required by February 16, 2010, S5.C.4.a.iii)</i>		Y		Agreement to maintain stormwater facilities is completed prior to final acceptance	City Ordinance 15.35 storm and surface water management

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
51 The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (<i>Required</i> by February 16, 2010, S5.C.4.a.iv)	Y		City suggests developers and owners use LID techniques. Will adopt specific LID ordinance in next permit cycle.	Centralia Municipal Code 15.35.120
52 If the ordinance or regulatory mechanism allows construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is <i>required</i> by February 16, 2010, S5.C.4.a.v)	N/A		Construction sites can apply for Erosivity Waiver in Appendix 1 but none were applied for or approved in 2010	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
53 Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? <i>(Required by February 16, 2010, S5.C.4.b)</i>	Y		SPRC, site inspection form	
54 Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by February 16, 2010, S5.C.4.b)</i>	Y		Part of City Site Plan Review Committee (SPRC)	
55 Reviewed Stormwater Site Plans for new development and redevelopment projects? <i>(Required by February 16, 2010, S5.C.4.b.i)</i>	Y		Plans are reviewed by the City's Stormwater Manager and Civil Engineer	
55b. Number of site plans reviewed during the reporting period:		26		
56 Inspected, prior to clearing and construction, all known development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 Determining Construction Site Sediment Potential? <i>(Required by February 16, 2010, S5.C.4.b.ii)</i>	Y		Engineering Department track's all known development sites and provides Appendix 7 work sheets	
56b. Number of qualifying sites inspected prior to clearing and construction during the reporting period:		8	Completed by Civil Engineer Patty Page	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? <i>(Required by February 16, 2010, S5.C.4.b.iii)</i>	Y		Inspected by engineering staff	
57b.	Number of sites inspected during the construction phase for the reporting period:		5	There were 5 known permitted sites, some carried over from 2009	
58	Enforced as necessary based on the inspection at new development and redevelopment projects? <i>(Required by February 16, 2010, S5.C.4.b.iii)</i>	Y			Stormwater site inspection log book used
58b.	Number of enforcement actions taken during the reporting period:		6	Written and verbal	
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? <i>(Required by February 16, 2010, S5.C.4.b.iv and v)</i>	Y			
59b.	Number of qualifying sites known during the reporting period:		3	Only 3 were completed	
59c.	Number of qualifying sites inspected during the reporting period:		3		
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? <i>(Required by February 16, 2010, S5.C.4.b.iv)</i>	Y		All private water quality facilities (ponds, swales, raingardens, infiltration trenches) fill out and record an "agreement to maintain stormwater facilities " prior to completion of development	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61	Enforced regulations as necessary based on the inspection? (Required by February 16, 2010, S5.C.4.b.iv)		Y	Stormwater site inspection log book used	
61b.	Number of enforcement actions taken during the reporting period:		1	Lowes Distribution Pond	
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (Required by February 16, 2010, S5.C.4.b.vi)		Y	Engineering can issue a stop work order. City ordinance has escalating enforcement	Centralia Municipal Code 15.35.140
63	Did the Permittee choose to allow construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)		Y	None applied for in 2010	
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (Required by February 16, 2010, S5.C.4.c)		Y	Available on the City website www.cityofcentralia.com	Centralia Municipal Code 15.110, 120, 130,160,170
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (Required by February 16, 2010, S5.C.4.c.i)		Y	Available on the City website www.cityofcentralia.com	Centralia Municipal Code 15.110, 120, 130, 140
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (Required by February 16, 2010, S5.C.4.c)		Y	Engineering inspector completes final inspection at all new or redevelopment sites	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b. Number of sites inspected during the reporting period:		2	Post-construction inspections done on Lowes Distribution and Public Facilities District (PFD)	
66c. Number of structural BMPs inspected during the reporting period:		10		
66d. Number of enforcement actions taken during the reporting period:		3	2- for Lowes 1 written:1 verbal. 1-PFD verbal	
67 Established maintenance standards that are as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington? (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		Adopted 2005 DOE stormwater manual for Western Washington	
68 Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		Engineering inspectors have developer or contractor complete immediately, if not stop work order could be issued	
68b. Attached documentation of any maintenance delays. (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		None reported	
69 Established program to annually inspect all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (<i>Required</i> by February 16, 2010, S5.C.4.c.iii)	Y		Inspected 74 in 2010	Centralia Municipal Code 15.35.120, 130
70 If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? (<i>Required</i> by February 16, 2010, S5.C.4.c.iii)	N/A		It is the City's intent to inspect all PWQF annually	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
71	Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? <i>(Required by February 16, 2010, S5.C.4.c.iv)</i>	Y		Engineering inspector completes final inspection at all new or redevelopment sites	
71b.	Number of facilities inspected during the reporting period:		24		
72	Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? <i>(Required by February 16, 2010, S5.C.4.d)</i>	Y		Stormwater site inspection log book used	see attachment C
73	Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment? <i>(S5.C.4.e)</i>	Y		City Engineer distributes at SPRC meetings	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74 All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? (Required by February 16, 2010, S5.C.4.f)		Y			
74b. Number of trainings provided:			1	Brian Harding, Steve Spurgeon, Patty Page recertified in 2010	
74c. Number of staff trained:			3	Brian Harding, Steve Spurgeon, Patty Page	
75 Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (Required by February 16, 2010, S5.C.5)		Y		Video shown to 63 employees in various departments.	
76 Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? (Required by February 16, 2010, S5.C.5.a)		Y		Adopted 2005 DOE stormwater manual for Western Washington	
77 Performed timely maintenance as per S5.C.5.a.ii? (Required by February 16, 2010, S5.C.5.a.ii)		Y			
77b. Attached documentation of any maintenance delays. (Required by February 16, 2010, S5.C.5.a.ii)		Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
78. Designed a program to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 16, 2010, S5.C.4.c.iii)</i>		Y		Hired part time help to inspect PWQF's	
78b. Number of known facilities:			110		
78c. Number of facilities inspected during the reporting period:			70	will complete inspection in 2011	
79. If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.b)</i>		N			
80. Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 16, 2010, S5.C.5.c)</i>		Y			
80b. Number of known facilities:			110		
80c. Number of facilities inspected during the reporting period:			20		
81. Inspected municipally owned or operated catch basins at least once before the end of the Permit term? <i>(Required by February 16, 2010, S5.C.5.d)</i>		Y		Currently 82 % complete with inspections and GPS recording of our catch basins and manholes; 1737 total inspected. Will be completed in 2011	
81b. Number of known catch basins:			2115		
81c. Number of inspections:			202	In 2010	
81d. Number of catch basins cleaned:			125		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
82 Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? <i>(Required by February 16, 2010, S5.C.5.f)</i>	Y		Filter bags did not reduce sediment from water leaks. Working with water department to pump water leak water to drainage areas where applicable.	
83 Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? <i>(Required by February 16, 2010, S5.C.5.g)</i>	Y		Video to employees, SWPPP completed for each facility	
84 Implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? <i>(Required by February 16, 2010, S5.C.5.h.)</i>	Y			
84b. Number of trainings provided:		6		
84c. Number of staff trained:		63		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
85 Implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? <i>(Required by February 16, 2010, S5.C.5.i)</i>	Y		SWPPP completed for wastewater treatment plant, water department, street department and light department. SWPPP started and will be completed for parks department and hydro electric plant in early 2011	
86 Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	N			
87 Complied with the specific requirements identified in Appendix 2? (S7.A)	N/A			
88 Attached status report of TMDL implementation? (S7.A)	N/A			
89 Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	Y		QAPP for City of Centralia catch basin retrofit project	Grant # G0800612
90 Took appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	Y			
90b. Attached a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	Y		final report for this grant is due in June 2011	Grant # G0800612

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
91 Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20)		Y			
92 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an imminent threat to human health or the environment? (G3)		Y		Oil sheen in China Creek, oil sheen on S Gold between Centralia College Blvd and Washington School ERTS # 618592, diesel oil spill at 202 Van Buren ERTS # 618922, oil sheen in China Creek ERTS # 618847, fuel spill at 1120 Harrison ERTS # 621235	
93 Attached a summary of identified barriers to the use of low impact development (LID) and measures to address the barriers (Required to be submitted by March 31, 2011, S9.E.4.a)		N		Requirement deadline not due yet	
94 Attached a report describing LID practices currently available and that can be reasonably implemented, potential or planned non-structural actions and LID techniques to prevent stormwater impacts, goals and metrics to identify, promote, measure LID; and schedules to require and implement non-structural and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)		N		Requirement deadline not due yet	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.

NOTE: Please note in Row 1 of the table if you have no information to report.

NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

A. Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. Urban Catch Basin Retrofit Project 250 K grant form DOE	Kim Ashmore
2. china creek sampling (ph, DO, conductivity, tempature, turbidity)	Kim Ashmore
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation (S8.B & S9)

You are required to assess the appropriateness of the BMPs you have selected to implement your SWMP. This evaluation is necessary to evaluate whether the MEP standard set by the permit is protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. Answer **NA** if you are not yet implementing BMPs for a component of the SWMP. (S8.B.2 and S9)

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	Y	stormwater & stream team brochures are handed out at workshops, city building, summerfest, chehaslis watershed festival and other events.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	stormwater video shown to 63 city employees
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	China Creek stream walk conducted. Outfall Reconnaissance Inventory completed.
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	Engineering uses the 2005 DOE Stormwater Manual for Western Washington
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	Engineering uses the 2005 DOE Stormwater Manual for Western Washington
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	SWPPP developed for Water, Wastewater,Street,City Light in 2010

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

C. Changes in BMPs or objectives (S8.B)

If any of the BMPs or objectives is being changed, list the old BMP and objective, the new BMP and objective, and a justification for the change below. (S8.B.2., and S9)

NOTE: You may choose to attach additional documentation justifying Changes in BMPs or objectives. Note such attachments in the *Justification for change* field.

Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1				
2				
3				
4				
5				
6				
7				

VII. Information Collection, BMP Evaluation, and Monitoring

D. Preparation for future, long-term monitoring

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring? (S8.C.2.a)	Y	China Creek, 36" @ Borst Park, 36" @ old WWTP. should the citation be (S8.C.1.a)	
1b. Attach site maps and descriptions. (S8.C.2.a)	y		attached
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)	Y	urban catch basin retrofit study funded by Ecology grant # G0800612 . Final report to be completed June 2011. should the citation be (S8.C.1.b)	
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		attached
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	Y	QAPP	attached
3b. Attach a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	Y		
4b. Attach a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.	y		city is collaborating with the Stormwater Work Group and Southwest Washington Phase 1 & 2 to develop long term monitoring as suggested by Ecology